



# CITY OF PORT HUENEME

## City Council Regular Meeting Agenda Housing Authority Regular Meeting Agenda

**Monday, May 6, 2024**

**Port Hueneme City Hall  
250 North Ventura Road, Port Hueneme, CA 93041**

**6:30 PM**

The following provides information to the public on how to participate in City meetings:

### **Watch Meetings Live or On-Demand**

Live or On-Demand at: <https://porthuenemeca.suiteonemedia.com/>

On-Demand (generally uploaded the next day) at: <https://www.youtube.com/@cityofporthuenemegov>

### **Public Comments**

Public comments may be submitted in person or in writing.

In-Person: Complete a speaker request card located at the entrance of the Council Chamber and give it to the City/Authority Clerk. Your name will be called when it is your turn to speak. Public comment is limited to 3 minutes per speaker, unless for good cause, the Mayor amends the time limit. A speaker's time may not be transferred to another speaker.

Written: All written public comments should be no more than 500 words and are subject to the Public Records Act. Written comments should be submitted to the City/Authority Clerk by 5:00 p.m. on the day of the City Council/Housing Authority meeting by email or directly to the City/Authority Clerk's Office. Email [clerk@cityofporthueneme.org](mailto:clerk@cityofporthueneme.org) and enter "City Council (or Housing Authority) Public Comment" in the Subject line (and agenda item number if applicable). Mail or drop off written comments to the City/Authority Clerk's Office located at 250 N. Ventura Road, Port Hueneme, CA 93041. Please clearly mark envelope with "City Council (or Housing Authority) Public Comment and meeting date".

### **Translation Services**

#### Use of a Translator

\* The City shall provide a translator if one is requested by a member of the public with a 48-hour advance notice. If a 48-hour advance notice is not provided, the member of the public may provide their own translator. To request a translator, please contact [clerk@cityofporthueneme.org](mailto:clerk@cityofporthueneme.org).

\* Per California Government Code 54954.3, if an individual utilizes a translator during Public Statements, the legislative body of a local agency shall provide at least twice the allotted time to a member of the public who utilizes a translator to ensure that non-English speakers receive the same opportunity to directly address the legislative body of a local agency.

\* If the City provides a translator or translation equipment that allows for the simultaneous translation of the testimony, then no additional time shall be granted.

#### Uso de traductor

\* La Ciudad proporcionará un traductor si un miembro del público lo solicita con un aviso de 48 horas de anticipación. Si no se avisa con 48 horas de anticipación, el público podrá proporcionar su propio traductor. Para solicitar un traductor, comuníquese con [clerk@cityofporthueneme.org](mailto:clerk@cityofporthueneme.org).

\* Según el Código de Gobierno de California 54954.3, si una persona utiliza un traductor durante las declaraciones públicas, el cuerpo legislativo de una agencia local deberá proporcionar al menos el doble del tiempo asignado a un miembro del público que utilice un traductor para garantizar que las personas que no hablan inglés reciban la misma oportunidad de dirigirse directamente al cuerpo legislativo de una agencia local.

\* Si la Ciudad proporciona un traductor o equipo de traducción que permita la traducción simultánea del testimonio, entonces no se concederá tiempo adicional.

### **Americans with Disabilities Act**

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, contact the office of the city clerk at (805) 986-6503 or [clerk@cityofporthueneme.org](mailto:clerk@cityofporthueneme.org). Notice 48 hours prior to the meeting will enable the city to make reasonable arrangements to allow participation in this meeting.

### **Levine Act Disclaimer**

The Levine Act (Gov. Code, § 84308) requires any Party, Participant, or Agent in a Proceeding, as those terms are defined in Government Code section 84308 and Title 2, California Code of Regulations, Sections 18400 *et seq.*, before the City of Port Hueneme that involves any action or consideration to their contract, license, permit, or other entitlement for use to disclose any campaign contributions made to City elected or appointed Officers totaling more than \$250 within the 12 months prior to the City decision. Any City elected or appointed Officer who has received a contribution totaling more than \$250 within the preceding twelve (12) months from a Party, Agent, or Participant, shall disclose that fact on the record of the proceeding and shall not make, participate in making, or in any way attempt to use the Officer's official position to influence the decision. Violations of Government Code section 84308 may result in a civil action brought by the FPPC for an amount up to five thousand dollars (\$5,000) per violation. Any person who knowingly or willfully violates any provision of the Political Reform Act is guilty of a misdemeanor and subject to a fine of up to the greater of ten thousand dollars (\$10,000) or three times the amount the person unlawfully contributed upon conviction for each violation. Any Party, Participant, or Agent is further prohibited from making, and any elected or appointed City Officer is prohibited from soliciting or accepting, any contribution in excess of \$250 for a period of twelve (12) months following any proceeding described above.

## **6:30 PM CITY COUNCIL REGULAR MEETING AGENDA**

### **CALL TO ORDER / FLAG SALUTE**

### **ROLL CALL**

Councilmembers Steven A. Gama, Laura D. Hernandez, Roberto "Bobby" Martinez; Mayor Pro Tem Martha R. McQueen-Legohn; and Mayor Misty Perez

### **INSPIRATION**

Given by Mayor Pro Tem McQueen-Legohn

### **PUBLIC COMMENT**

Members of the public may submit comments for items on the Agenda or that is within the subject matter jurisdiction of the City Council. General public comments regarding items *Not* on the Agenda will be heard at this time. State law prohibits Council from taking action on any item *Not* on the Agenda. Comments regarding items on the Agenda will be heard when the item is addressed. In-person public comments should be no more than 3 minutes in length. Written comments should be no more than 500 words. Please see Agenda cover page for submission instructions.

### **AGENDA APPROVAL FOR CITY COUNCIL**

City Council Agenda

*Recommendation:* Approve the City Council Agenda of May 6, 2024.

### **CONFLICT OF INTEREST and LEVINE ACT DISCLOSURES**

### **RECESS THE CITY COUNCIL MEETING**

## CALL TO ORDER THE PORT HUENEME HOUSING AUTHORITY REGULAR MEETING

### ROLL CALL

Port Hueneme Housing Authority Members Johnny Brown, Robert Blackwell, Steven A. Gama, Laura D. Hernandez, and Roberto “Bobby” Martinez; Vice Chair Martha R. McQueen-Legohn, and Chair Misty Perez

### HOUSING AUTHORITY PUBLIC COMMENT (10 Minutes)

Members of the public may submit comments for items on the Agenda or that is within the subject matter jurisdiction of the Housing Authority. General public comments regarding items *Not* on the Agenda will be heard at this time. State law prohibits the Authority from taking action on any item *Not* on the Agenda. Comments regarding items on the Agenda will be heard when the item is addressed. In-person public comments should be no more than 3 minutes in length. Written comments should be no more than 500 words. Please see Agenda cover page for submission instructions.

### HOUSING AUTHORITY CONSENT CALENDAR

1. [Minutes](#)  
*Recommendation:* Approve the April 2, 2024, Housing Authority Regular Meeting Minutes.
2. [Register of Disbursements](#)  
*Recommendation:* Receive and file the Housing Authority’s register of disbursements for the period of March 23, 2024 through April 25, 2024.

### HOUSING AUTHORITY PUBLIC HEARING

3. [2024-2025 Public Housing Annual Plan](#)  
*Recommendation:* Adopt a resolution entitled, “A Resolution of the Housing Authority of the City of Port Hueneme, California, approving the fiscal year (FY) 2024-2025 Public Housing Annual Plan”.

### HOUSING AUTHORITY BUSINESS ITEMS – None.

### AUTHORITY MEMBERS’ REPORTS, COMMENTS, & REQUEST FOR FUTURE AGENDA ITEMS

### ADJOURNMENT OF THE PORT HUENEME HOUSING AUTHORITY REGULAR MEETING

The Port Hueneme Housing Authority will adjourn to its next regular meeting scheduled for June 3, 2024, at 6:30 p.m.

### RECONVENE CITY COUNCIL REGULAR MEETING

### PRESENTATIONS

4. [Explorer of the Year Certificate of Recognition presented to Port Hueneme Police Explorer Sergeant Tiffany Zavala](#)
5. [Mental Health Awareness Proclamation](#)
6. [55<sup>th</sup> Annual Professional Municipal Clerks Week Proclamation](#)

### CONSENT CALENDAR

All matters listed on the Consent Calendar are to be considered routine by the governing body, and will be enacted by one motion in the form listed. There will be no discussion of these items unless, before the governing body votes on the motion to adopt, specific items are removed from the Consent Calendar for separate motions

7. [Minutes](#)  
*Recommendation:* Approve the April 15, 2024, City Council Regular Meeting Minutes.

8. [Register of Disbursements](#)  
*Recommendation:* Receive and file the City's register of disbursements for the period of April 6, 2024 through April 25, 2024.
9. [Treasurer's Quarterly Investment Report – March 31, 2024](#)  
*Recommendation:* Receive and file the March 31, 2024 Treasurer's Report as presented.
10. [Authorization to Issue a Request for Bid \(RFB\) for Hueneme Beach Concrete Walkway Replacement](#)  
*Recommendation:* Authorize soliciting a Request for Bids (RFB) to repair or replace damaged concrete walkways at Hueneme Beach.
11. [Authorization to Purchase Debris Collector for Landscape Maintenance](#)  
*Recommendation:* Approve the purchase of a debris collector called the Xtreme Vac Tow Behind Leaf Loader, which will be utilized for landscape maintenance for \$95,503.74, utilizing a cooperative purchasing agreement through Sourcewell Contract No. #031121-ODB.
12. [Hueneme Road Water Main Project Budget](#)  
*Recommendation:* Authorize a budget adjustment moving funds from the Cross Base Waterline project to the Hueneme Road Water Main project in the amount of \$100,000.
13. [Acceptance of Donation: \(3\) United States Flags and Flag Pole Kits from the Ventura Downtown Lions Club](#)  
*Recommendation:* Authorize the City Manager to accept a donation of 3 United States flags and flag pole kits from the Ventura Downtown Lions Club to be placed at the pier for holiday ceremonies and events.

**PUBLIC HEARINGS** – None.

## **BUSINESS ITEMS**

14. [Adoption of a Resolution of the City Council of the City of Port Hueneme, California, Establishing an Outdoor Flagpole Display Policy which Includes the Pride Flag for the Month of June](#)  
*Recommendation:* Adopt a resolution entitled, "A Resolution of the City Council of the City of Port Hueneme, California, establishing an outdoor flagpole display policy" which includes the implementation of Council direction to display the Pride Flag for the month of June.
15. [Fiscal Year \(FY\) 24/25 Budget Preparation: Sales Tax Review: Hinderliter, De Llamas and Associates \(HDL\) Sales Tax Update Presentation](#)  
*Recommendation:* Review and file the sales tax presentation provided by HDL.
16. [Review of City of Port Hueneme Legislative Platform](#)  
*Recommendation:* Review the City's Legislative Platform, consider amendments and adopt a revised document that will provide guidance and allow staff to advocate for City programs and priorities in the coming year.

## **CITY MANAGER COMMENTS AND REPORTS**

### **COUNCILMEMBERS' REPORTS AND COMMENTS**

Council Members are appointed to various Regional Committees/Agencies/Boards and will report out on their activities within these organizations and put forth any comments in regards to community events at this time.

## **REQUEST FOR FUTURE AGENDA ITEMS**

Councilmembers may request items to be placed on future agendas at this time. All requested items will require a motion, a second, and a majority vote, per adopted Council policies, to be placed on a future agenda and will be scheduled at the City Manager's discretion.

## **ADJOURNMENT**

The City Council will adjourn to its next regular meeting scheduled for Monday, May 20, 2024, at 6:30 p.m.

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Copies of staff reports or other written documentation relating to each item of business referred to in this Agenda are available for public inspection in the Office of the City/Authority Clerk and on the City's website at [www.cityofporthueneme.org](http://www.cityofporthueneme.org). Materials received after agenda packet distributions are made available to the public on the City's website and in the City/Authority Clerk's office at the same time they are provided to the Council/Housing Authority.

I, Georgianna Nicole Alvarez, City/Authority Clerk of the City of Port Hueneme, do hereby affirm that the agenda was posted at least 72 hours in advance of the meeting on the City's website and near the front entrance of Port Hueneme City Hall, 250 N. Ventura Road, Port Hueneme, California, 93041, in accordance with California Government Code Section 54954.2(a).